2017 Proposed Bylaws Amendments

Respectfully Submitted by:

- Susan Whitty, Chair Region 2
- Linda McFarland, Region 2
- Barb Gano, Region 4
- Peggy Khan, Region 2
- Deb Crawford, Region 2
- Lynn Boes, Legal Counsel, Region 4
2017 Proposed Bylaws Changes

On behalf of the Bylaws Committee, submitted for your consideration are the proposed bylaw amendments. These amendments include various clean-up items as well as substantive changes that reflect our ongoing commitment to this organization as it continues to evolve. Membership will vote on these proposed amendments at the upcoming INA/INF Annual Assembly, which will be held on Friday, October 20th at 2:00 p.m. at the Courtyard Marriott, Ankeny, Iowa.

Thank you to the Bylaws Committee:
- Susan Whitty, Chair Region 2
- Linda McFarland, Region 2
- Barb Gano, Region 4
- Peggy Khan, Region 2
- Deb Crawford, Region 2
- Lynn Boes, Legal Counsel, Region 4

To download the complete document outlining all amendments, click here.

If you have any questions or need further information regarding the proposed amendments, please contact, Chair, Susan Whitty.

Proposed amendments to the bylaws are presented in the order of suggested consideration:

- Proposed Amendment #1: Insert Articles of Incorporation per ANA Request.
- Proposed Amendment #2: ANA Representatives Election Process
- Proposed Amendment #3: Update Language – House of Delegates to Membership Assembly, Delegate to Representative, Leadership Assembly to Add Successor
- Proposed Amendment #4: Change Vice President to President-Elect to co-inside with ANA
- Proposed Amendment #5: Update Language – House of Delegates to Membership Assembly, Delegate to Representative, Leadership Council to Add Successor and Change Vice President to President-Elect to co-inside with ANA
Proposed Amendment #1: Insert Articles of Incorporation per ANA Request.

<table>
<thead>
<tr>
<th>Current Iowa Bylaws</th>
<th>Proposed Iowa Bylaws</th>
<th>Rationale</th>
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<tbody>
<tr>
<td>BETWEEN THE TABLE OF CONTENTS AND ARTICLE ONE</td>
<td>INSERT THE INA ARTICLES OF INCORPORATION</td>
<td>Requested by the ANA Bylaws review committee in an effort to standardize format for all States.</td>
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Proposed Amendment #2: ANA Representatives Election Process.

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<td>SECTION 2. PURPOSES</td>
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<td>D. The INA only members shall continue to have all rights of membership in the American Nurses Association as provided in the ANA Bylaws until such time as 2/3 of the entire INA/ANA dual membership votes to disaffiliate from the ANA. ‘INA only membership,’ for these purposes, is defined as individual members of the INA who have INA rights and privileges of membership as a result of their INA membership. The vote may occur by mail or electronic ballot, with appropriate notice and procedures to protect the integrity and validity of the vote.</td>
<td>D. ‘INA only membership,’ for these purposes, for is defined as individual members of the INA who have INA rights and privileges of membership as a result of their INA membership. No INA in-state only member may vote for any ANA position. The INA only members shall continue to have all rights of membership in the American Nurses Association as provided in the ANA Bylaws, if any, until such time as 2/3 of the entire INA/ANA dual membership votes to disaffiliate from the ANA. The vote may occur by mail or electronic ballot, with appropriate notice and procedures to protect the integrity and validity of the vote.</td>
<td>Clarifies concern expressed by ANA Bylaws committee review about the state only members voting for ANA Representatives. By tying any ANA rights to the ANA Bylaws, there would never be a concern about the state only member having rights in ANA unless and until the ANA Bylaws provided such rights.</td>
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Proposed Amendment #3: Update Language – House of Delegates to Membership Assembly, Delegate to Representative, Leadership Council to Add Successor.

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<td>H. provide for representation in the ANA House of</td>
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<td>Change House of Delegates to Membership Assembly Language</td>
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Delegates or successor membership assembly;

**ARTICLE II - MEMBERSHIP AND DUES**

Section 3. Membership Privileges and Obligations

B. Privileges. INA/ANA dual membership individuals in good standing shall have membership privileges as follows:

4) vote for delegates to ANA House of Delegates or successor membership assembly in accordance with the ANA Bylaws

6) attend the ANA House of Delegates or successor membership assembly, conventions and other unrestricted activities of INA/ANA; and

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6) attend the ANA House of Delegates or successor membership assembly, conventions and other unrestricted activities of INA/ANA; and

**ARTICLE III – ORGANIZATIONAL SUBUNITS OF IOWA NURSES ASSOCIATION**

SECTION 5. DUTIES OF ORGANIZATIONAL SUBUNITS

C. Any changes in the dues paid by the Association to the ANA shall be automatically incorporated into the annual dues. INA shall pay dues to ANA in accordance with policies adopted by the ANA House of Delegates or successor membership assembly.

G. The INA shall continue to pay dues to the ANA pursuant to the ANA Bylaws and House of Delegates or successor membership assembly policy until such time as 2/3 of the dual INA/ANA membership votes to disaffiliate from the ANA. ‘INA/ANA dual membership,’ for these purposes, is defined as individual members of the INA who have ANA rights and privileges of membership as a result of their INA membership. The vote may occur by mail or electronic ballot, with appropriate notice and procedures to protect the integrity and validity of the vote.
### Section 5. Duties of Organizational Subunits

E. Submit to the INA Nominations Committee upon request the names and addresses of nominees for delegates to the ANA House of Delegates or successor membership assembly in conformity with these bylaws.

### Article V - Meetings

**Iowa Nurses Association**

**Section 1. Functions**

D. 2) elect INA officers, directors, members of the Nominating Committee, members of the Iowa Nurses Foundation Board of Directors, and, if an INA/ANA dual member, elect delegates and alternates to the ANA House of Delegates or successor membership assembly. Notwithstanding the foregoing, INA may provide for the election of all foregoing positions prior to the annual meeting during an established voting period.

### Section 2. American Nurses Association

**A. Representation**

In odd numbered years, members of INA and ANA shall elect INA Representatives to the ANA Membership Assembly or alternates by secret ballot for a two year term or until a successor is elected. The INA President shall be elected as a delegate to ANA. The election may be held at the annual meeting or prior to the annual meeting during an established voting period.

**B. Terms of Office**

Delegates to the ANA House of Delegates or successor membership assembly shall be elected for a two year term or until a successor is elected. After serving three consecutive terms as a delegate, the member is not eligible for the following two years. The INA President is exempted from this provision.

**C. Vacancies**

### Again, reflects change in wording from delegate to representative and House of Delegates to Membership Assembly

**ARTICLE V - MEETINGS**

**Iowa Nurses Association**

**Section 1. Functions**

D. 2) elect INA officers, directors, members of the Nominating Committee, members of the Iowa Nurses Foundation Board of Directors, and, if an INA/ANA dual member, elect delegates representatives and alternates to the ANA House of Delegates Membership Assembly or successor membership assembly. Notwithstanding the foregoing, INA may provide for the election of all foregoing positions prior to the annual meeting during an established voting period.

### Section 2. American Nurses Association

**A. Representation**

In odd numbered years, members of INA and ANA shall elect INA Representatives and alternates to the ANA Membership Assembly or successor and alternates by secret ballot for a two year term or until a successor is elected. The INA President and INA President-elect shall be elected as delegates representatives to ANA. The election may be held at the annual meeting or prior to the annual meeting during an established voting period.

**B. Terms of Office**

Delegates Representatives to the ANA House of Delegates Membership Assembly or successor membership assembly shall be elected for a two year term or until a successor is elected. After serving three consecutive terms as a delegate representative, the member is not eligible for the following two years. The INA President and INA President-elect are exempted from this provision.

For grammar, moved "and alternates to different place in the sentence.

Changes from a vice president to president-elect officer position.

Adds the President-elect as an ANA Membership Assembly representative vs. delegate.

Again, replaces delegate with representative to the Membership Assembly.

Adds President-elect as an elected representative to ANA Membership Assembly.
Vacancies shall be filled by alternates in the order of the number of votes received.

D. Representation to ANA Leadership Council
   The INA president or designee and the INA executive director or designee shall represent INA to the ANA Leadership Council. The INA president carries a vote. The executive director furthers the business of the Association.

C. Vacancies shall be filled by alternates in the order of the number of votes received.

D. Representation to ANA Leadership Council or successor.
   The INA president or designee and the INA executive director or designee shall represent INA to the ANA Leadership Council or successor. The INA president carries a vote. The executive director furthers the business of the Association.

No Changes to C
   Allows for a successor label to Leadership Council. ANA is now holding a Leadership Summit vs. a Council but has not officially converted to this label.

ARTICLE IX – NOMINATIONS AND ELECTIONS

Section 1. Nominations
   B. In the odd numbered years the Committee on Nominations shall also request a list of names of members qualified and willing to serve as delegates or as alternates to the ANA House of Delegates or successor membership assembly.

Section 3. Election of INA Representatives to the ANA Membership Assembly
   A. In odd numbered years, dual members of the INA/ANA, shall elect ANA delegates and alternates by secret ballot for a two year term or until a successor is elected. The election may be held at the annual meeting or prior to the annual meeting during an established voting period.

   B. The Committee on Nominations shall present a slate of candidates for INA Representatives to the ANA Membership Assembly or successor. This ballot shall be appended to the call to the meeting and presented to the INA annual meeting for nominations from the floor. Separate elections are held for state office holders and INA Representatives to the ANA Membership Assembly and alternate. In the event the INA president is not a member of the ANA and is an in-state only member, the president must designate an INA/ANA member to attend the Leadership Council or successor.

   Again, changing to representative vs. delegate and Membership Assembly vs. House of Delegates.

   Again, replaces delegate language with representative.

   Clarifies that president and president-elect are representatives to ANA.

   Changes “and alternate” for clarity and grammar.

   Continues to add successor label to Leadership Council.

   Defines that a write in vote must meet the qualifications per ANA recommendation.

   Again, replaces delegate language with representative.
C. Voting shall not be limited to the names appearing on the ballot. Members may vote for other eligible members of the Association who have consented to serve if elected by write-in vote.

D. In order to elect the president as a delegate to ANA, it is necessary to vote for president delegate to ANA as a combined position.

F. The nominees for INA Representatives to the ANA Membership Assembly or successor corresponding to the number of INA Representatives to the ANA Membership assembly to which this Association is entitled who receive the highest number of votes shall be declared elected. The remaining nominees shall be declared alternates according to number of votes received.

H. When an elected delegate is unable to attend the ANA House of Delegates or successor membership assembly, the alternates in rank order of the highest number of votes received shall serve. The alternate shall continue to serve as the delegate in subsequent ANA House of Delegates or successor membership assembly. If the alternate is unable to serve in the subsequent House of Delegates or successor membership assembly, the next ranking alternate shall serve.

Proposed Amendment #4: Change Vice President to President-Elect to co-inside with ANA

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<td>Change from vice president to president-elect</td>
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Adding “which requires that such nominees be dual INA/ANA members” per ANA recommendation.

For this year’s vote only (2017) the president will be voted in as a representative to ANA. This will be changed next year if the INA membership votes to add a new president-elect position.

Adds successor to Membership Assembly.

Again, replaces delegate with representatives and House of Delegates with Membership Assembly language.
members of the executive committee and 5 percent of the total membership (inclusive of valid proxies) with representation from each regional subunit of the INA shall constitute a quorum.

**Proposed Amendment #5: Update Language – House of Delegates to Membership Assembly, Delegate to Representative, Leadership Council to Add Successor and Change Vice President to President-Elect to co-inside with ANA**

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<td>Changes from a vice president to president-elect officer position.</td>
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<tr>
<td>Section 1. Officers</td>
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<td>Defines process of filling a president vacancy.</td>
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<td>The officers of this Association shall be a president, a vice-president, a secretary, a treasurer, and four directors.</td>
<td>The officers of this Association shall be a president, a president-elect, a vice-president, a secretary, a treasurer, and four directors.</td>
<td>Determines that a special election is needed to fill a vacant president-elect position and also re-letters subsequent sub-sections. Deletes vice-president.</td>
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<tr>
<td>Section 3. Vacancies</td>
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<td>For clarity, lists meetings of the Association.</td>
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<tr>
<td>A. In the event of a vacancy occurring in the office of president, the vice-president shall become president until the next annual meeting. The vice president who becomes president in case of a vacancy or assumes the duties of the president in her/his absence shall not serve as an INA Representative to the ANA Membership Assembly or alternate unless elected separately as an INA Representative to the ANA Membership Assembly or alternate.</td>
<td>A. In the event of a vacancy occurring in the office of president, the vice-president president-elect shall become president and shall serve out the unexpired term and the regular term that the president-elect would have served in the absence of a vacancy in the office of president. The vice president who becomes president in case of a vacancy or assumes the duties of the president in her/his absence shall not serve as an INA Representative to the ANA Membership Assembly or alternate unless elected separately as an INA Representative to the ANA Membership Assembly or alternate.</td>
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<td>B. Vacancies in the offices of vice-president, secretary, treasurer, and director shall be filled by the Board of Directors.</td>
<td>B. A special election shall be held to fill a vacancy created in the president-elect position. C. Vacancies in the offices of vice-president, secretary, treasurer, and director shall be filled by the Board of Directors.</td>
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<td>Section 5. Duties of Officers</td>
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<td>Officers shall perform the duties usually performed by such officers and also such duties as are specified in these bylaws and designed by</td>
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and designed by the Board of Directors of this Association.

A. President: The president shall be chairperson of the Board of Directors and the Executive Committee. The president shall:
1) serve as an ex-officio member of all committees, except the Committee on Nominations;
2) preside at all meetings of the Association;
3) deliver an address to the annual meeting;
4) be the voting representative to the Leadership Council of the American Nurses Association. In the event the INA president is not able to attend or is not a member of the ANA and is an in-state only member, the president must designate an INA/ANA member to attend the Leadership Council;
5) be elected as an Iowa delegate to the American Nurses Association House of Delegates or successor membership assembly;
6) represent the association at meetings where the interests of the Association shall be served and be empowered to vote on behalf of the Association as needed;
7) fill vacancies on standing committees except for the Committee on Nominations and appoint special representatives as necessary between meetings of the Board of Directors. Such actions will be reported at the next meeting of the Board of Directors; and
8) help orient and mentor new incoming president for one year following end of term of office.

B. Vice-president: The vice-president shall in the absence of the president shall: assume the duties of the president; and

C. President-elect: The president-elect shall:
1) succeed automatically to the position of the immediate past president upon succession of the president-elect to the office of president.

D. President: The president shall be chairperson of the Board of Directors and the Executive Committee. The president shall:
1) serve as an ex-officio member of all committees, except the Committee on Nominations;
2) preside, attend and participate in all meetings of the Association, Board meetings, annual meeting and retreat;
3) deliver an address to the annual meeting;
4) be the voting representative to the Leadership Council or successor of the American Nurses Association. In the event the INA president is not able to attend or is not a member of the ANA and is an in-state only member, the president must designate an INA/ANA member to attend the Leadership Council or successor;
5) be elected as an Iowa delegate representative to the American Nurses Association House of Delegates Membership Assembly or successor;
6) represent the association at meetings where the interests of the Association shall be served and be empowered to vote on behalf of the Association as needed;
7) fill vacancies on standing committees except for the Committee on Nominations and appoint special representatives as necessary between meetings of the Board of Directors. Such actions will be reported at the next meeting of the Board of Directors; and
8) prepare the president-elect to transition to leadership; and
9) help orient and mentor new incoming president for one year following end of term of office.

B. Vice-President President-elect: The vice-president shall in the absence of the president shall: assume the duties of the president; and
| 1) assume other responsibilities as assigned by the Board of Directors. |
| 2) assume other responsibilities as assigned by the Board of Directors. |
| 3) The vice president who becomes president in case of a vacancy or assumes the duties of the president in her/his absence shall not serve as an INA Representative to the ANA Membership Assembly or alternate unless elected separately as an INA Representative to the ANA Membership Assembly or alternate. |

| president-elect shall: |
| 1) collaborate with the president to learn the role of the president, to become familiar with the programs of the Association and its governance, and to facilitate leadership transition; |
| 2) attend and participate in all meetings of the Association including Board meetings, annual meeting and retreat; |
| 3) be elected as an 
   *Iowa delegate* representative to the American Nurses Association House of Delegates Membership Assembly or successor membership assembly; |
| 4) chair the Bylaws Committee of the Iowa Nurses Association; |
| 5) assist and support the president as needed and plan for the presidential year; |
| 6) in absence of the president assume the duties of the president; and |
| 7) automatically become president at the end of the term as president-elect. |

| B. Vice-president: The vice-president shall in the absence of the president and president-elect shall: |
| 1) assume the duties of the president/president-elect; and |
| 2) assume other responsibilities as assigned by the Board of Directors. |
| 3) The vice president who becomes president in case of a vacancy or assumes the duties of the president in her/his absence shall not serve as an INA Representative to the ANA Membership Assembly or alternate unless elected separately as an INA Representative to the ANA Membership Assembly or alternate. |

Deletes vice president responsibilities that are no longer accurate.
ARTICLE VII - BOARD OF DIRECTORS
Section 2. Terms of Office
A. The president and vice-president shall be elected at the annual meeting held in the odd numbered years. The treasurer and secretary shall be elected at the annual meeting held in the even numbered years. The term of office of these officers shall commence at the adjournment of the annual meeting at which they are elected and shall continue for two years or until their successors are elected or appointed.

Section 4. Duties of the Board of Directors
The Board of Directors shall:
H. appoint an executive director, define the duties and fix the compensation for the position. The executive director shall give bond subject to the approval of the Board of Directors. The executive director shall serve as a representative to the ANA Leadership Council or successor. In case of inability to attend, an alternate may be appointed;
I. appoint standing committees and make other appointments as necessary;
J. have power to fill vacancies on the Committee on Nominations; in the offices of vice-president, secretary, treasurer and director; and in the Iowa Nurses Foundation Board of Directors;

Section 7. Quorum
A majority of the Board of Directors, one of whom shall be the president or vice-president, shall constitute a quorum at any meeting of the Board.

ARTICLE VII - BOARD OF DIRECTORS
Section 2. Terms of Office
A. Elections for officers and delegates representatives shall occur at the annual meeting or prior to the annual meeting during an established voting period. The president and president-elect and the vice-president shall be elected at the annual meeting held in the odd numbered years. The treasurer and secretary shall be elected at the annual meeting held in the even numbered years. The term of office of these officers shall commence at the adjournment of the annual meeting at which they are elected or appointed. The president-elect is elected into a four-year term serving the first two years as president-elect and the consecutive two years as president and shall continue in this role until their successor is elected.

Section 4. Duties of the Board of Directors
The Board of Directors shall:
H. appoint an executive director, define the duties and fix the compensation for the position. The executive director shall give bond subject to the approval of the Board of Directors. The executive director shall serve as a representative to the ANA Leadership Council or successor. In case of inability to attend, an alternate may be appointed;
I. appoint standing committees and make other appointments as necessary;
J. have power to fill vacancies on the Committee on Nominations; in the offices of vice-president, secretary, treasurer and director; and in the Iowa Nurses Foundation Board of Directors;

Section 7. Quorum
A majority of the Board of Directors, one of whom shall be the president or president-elect or vice-president, shall constitute a quorum at any meeting of the Board.

For clarity, consistent with our current practice describing that Iowa allows for electronic elections “prior to annual meeting during an established voting period.”

Defines president-elect term of office.

Continues to add option of a successor label to Leadership Council.

Removes the ability to appoint a vice-president as a president-elect will be elected.

Changes Vice President to President Elect.